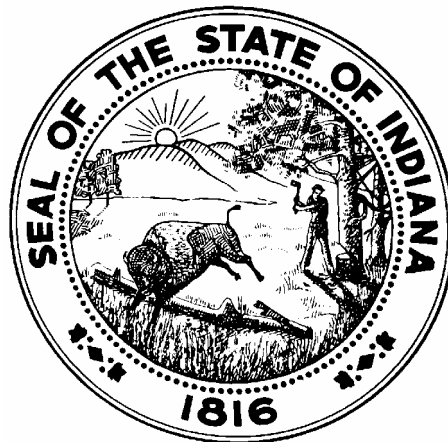


**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2765**

REVIEW REPORT  
OF  
STATE EMPLOYEES' APPEALS COMMISSION  
STATE OF INDIANA

March 1, 2000 to February 28, 2003





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#### AGENCY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
State Personnel Director	Ms. D. Sue Roberson	01-13-97 to 01-10-05
Chairperson of the Commission	Mrs. Osma Spurlock	01-13-00 to 12-31-02
Chairperson of the Commission	Mr. Steven L. Jones	01-01-03 to 12-31-04



# STATE OF INDIANA

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## INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE EMPLOYEES' APPEALS COMMISSION

We have reviewed the receipts, disbursements, and assets of the State Employees' Appeals Commission for the period of March 1, 2000, to February 28, 2003. The State Employees' Appeals Commission's management is responsible for the receipts, disbursements, and assets.

Our review was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. A review is substantially less in scope than an examination, the objective of which is the expression of an opinion on the receipts, disbursements, and assets. Accordingly, we do not express such an opinion.

Financial transactions of this office are included in the scope of our audits of the State of Indiana as reflected in the Indiana Comprehensive Annual Financial Reports.

Based on our review, nothing came to our attention that caused us to believe that the receipts, disbursements, and assets of the State Employees' Appeals Commission are not in all material respects in conformity with the criteria set forth in the Accounting and Uniform Compliance Guidelines Manual for State Agencies, and applicable laws and regulations, except as stated in the review comments.

STATE BOARD OF ACCOUNTS

March 19, 2003

STATE EMPLOYEES' APPEALS COMMISSION  
REVIEW COMMENT  
February 28, 2003

COMMISSION MINUTES

The State Employees' Appeals Commission did not consistently keep the minutes of the commission meetings during our current audit period.

Indiana Code 5-14-1.5-4 states that the memoranda of the meetings shall be kept and are to be available for the purpose of informing the public of the government body's proceedings.

STATE EMPLOYEES' APPEALS COMMISSION  
EXIT CONFERENCE

The contents of this report were discussed on February 26, 2004, with Mrs. D. Sue Roberson.